

- 1. A Nominating Committee is created from the Division's Utah Arts Council past and present literature panel members. Care is taken to include members on this committee representing every geographic region of the state, as well as the major literary institutions.
- 2. The committee meets to set nomination procedures and criteria.
- 3. A collection of poets' names is created.
- 4. Committee criteria are established.
- 5. Biographical statements and bibliographies are provided to the Nominating Committee.
- 6. The committee discusses nominees.
- 7. Three names are recommended to the Governor.
- 8. The Governor then names the state poet laureate.
- 9. The poet laureate serves a five-year appointment.